

## **NCDOT Guidelines for Requesting an Additional Classification and Rate for Federal-aid Projects in Accordance with the Davis-Bacon Act**

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If the General Wage Decision contained in your NCDOT contract does not contain a job classification that is needed to complete the work required under the contract, a request for an additional classification and rate may be requested for that specific project.

- Complete Form SF-1444, Request for Additional Classification and Rate.
- Refer to the List of Standard Job Classifications and Definitions to determine if there is a Standard Job Classification that applies to the additional classification that you want to request for your project. If so, select that classification listing and include it on the Form SF-1444. If the List of Standard Job Classifications does not contain a classification that performs the duties needed for your project, you may insert your requested classification along with a description of the duties performed by the classification.
- List the proposed rate for the additional classification. Refer to the General Wage Decision for your project and any recently published wage decisions to ensure that the requested rate is consistent with rates for trades of similar skill level in the area of the project.
- Submit the completed Form SF-1444, a copy of the Wage Decision for your project and any other supporting documentation to the Resident Engineer. Provide the contact information for the person in your company that may answer any questions regarding the classification and/or rate proposed.
- The Resident Engineer reviews the requested classification and rate proposed to ensure that the classification is needed to complete work required under the contract and that the rate is within reasonable conformance with the classifications of similar skill level. The Resident Engineer then forwards the completed form, a copy of the Wage Decision for the project and any supporting documentation to the State Construction Engineer.
- The State Construction Engineer reviews the requested classification and rate proposed, signs the completed Form SF-1444, and sends it along with a letter to the USDOL – Wage and Hour Division regarding the NCDOT's concurrence with the request, and the supporting documentation to the Wage and Hour Division of the USDOL.
- The USDOL Wage and Hour Division has 30 days to review the requested additional classification and rate.